

County of San Diego  
Revised: March 17, 2003  
Reviewed: Spring 2003

**CARPENTER ASSISTANT**  
**CARPENTER**  
**SENIOR CARPENTER**

**Class No. 006204**  
**Class No. 005905**  
**Class No. 005963**

**DEFINITION:**

To perform a wide variety of skilled carpentry tasks for county facilities involving construction, installation and repair of wooden structures and fixtures; and to perform related work.

**DISTINGUISHING CHARACTERISTICS:**

Positions in this class are allocated to General Services and departments requiring continuous building and facilities maintenance.

**Carpenter Assistant:**

This is the entry-level class in this series. Under direct supervision, Carpenter Assistant assists journey-level Carpenters in the construction of forms, cabinets, and the alteration and repair of facilities and performs the simpler work independently. Incumbents are expected to perform work, which is progressively more difficult, with increasing independence.

**Carpenter:**

This is the journey-level class in this series. Under general supervision, Carpenters independently perform the full range of carpentry and related job set up work. This class differs from the next higher class, Senior Carpenter, in that the latter is a lead worker.

**Senior Carpenter:**

This the lead-level class in this series. Under general direction, Senior Carpenters perform the most difficult work and are responsible for the technical guidance and training of carpenters assigned to a crew or project. This class differs from the next higher class, Carpenter and Painter Supervisor, in that the latter is a first-line supervisor responsible for subordinate crews engaged in skilled carpentry and painting work.

**EXAMPLES OF DUTIES:**

Constructs forms, building frames, stairways, shelves, and cabinets; repairs and maintains frame buildings and structures; erects walls and roofing; installs, repairs and maintains window frames, sashes, door frames, doors, and screens; repairs and maintains furniture and cabinets; installs partitions and applies floor coverings and wallboards; constructs, repairs, and maintains light and heavy timbered bridges and short span concrete bridges and barricade equipment; prepares sketches of carpentry work to be done; operates power saw, jointers, shapers, and other power and hand tools; keeps simple work records.

### **Senior Carpenter:**

All of the duties above and: leads a crew involved in carpentry work; estimates costs and orders supplies; coordinates the work of related crafts; assigns work to crew or project members; issues material lists for each job assigned; checks and completes work records; acts in the absence of supervisor.

### **MINIMUM QUALIFICATIONS:**

Knowledge Level:      T = Thorough;      G = General;      -- = Not Applicable

Classification Level:      I    = Carpenter Assistant  
                                     II   = Carpenter  
                                     III = Senior Carpenter

### **Knowledge of:**

<b><u>I</u></b>	<b><u>II</u></b>	<b><u>III</u></b>	
G	T	T	General carpentry technology and the fundamental principles of structural layouts, dimensions and components.
G	T	T	Practices and techniques related to construction, installation and repair of wooden structure and fixtures.
G	T	T	Tools, equipment, and materials used in carpentry.
G	T	T	Work and shop safety practices.
G	G	T	Furniture repair, cabinet making and finish carpentry techniques.
--	G	T	Blueprint reading.

### **Skills and Abilities to:**

The following apply to all classes:

- Operate hand and power tools associated with carpentry including power saws, jointers, shapers and other power and hand tools.
- Read and interpret oral and written instructions.
- Develop and maintain cooperative, working relationships with those contacted in the course of work.

### **Senior Carpenter (in addition to the above):**

- Provide training and technical guidance to assistants and other subordinate staff.
- Prepare cost estimates.
- Order supplies and materials.
- Complete work records, logs and associated paperwork.

### **EDUCATION/EXPERIENCE:**

Education, training, and/or experience, which would likely demonstrate of the knowledge, skills and abilities stated above. Examples of qualifying education/experience are:

### **Carpenter Assistant:**

One (1) year of experience assisting a journey-level carpenter.

**Carpenter:**

1. Four (4) years of journey-level carpentry work experience in general construction, repair, or maintenance of wood structures, cabinetry, or fixtures using various hand and power tools and equipment; OR,
2. Two (2) years of experience as a Carpenter Assistant in the County of San Diego.

**Senior Carpenter:**

1. Four (4) years recent, extensive journey-level carpentry work experience in the construction, maintenance or service repair of wooden structures and fixtures, one (1) year of which was at a lead or supervisory level; OR,
2. Four (4) years of experience as a Carpenter in the County of San Diego.

**SPECIAL NOTES, LICENSES, OR REQUIREMENTS:****License:**

Positions in this class require possession of a valid California Class C driver's license, which must be maintained throughout employment in this class, or the ability to arrange transportation for field travel.

**Working Conditions:**

Exposure to noise, fumes, dust and weather conditions. May be exposed to hazards of building maintenance (i.e., lead, asbestos, etc.) Wearing of protective breathing apparatus is required.

**Physical Requirements:**

Incumbents use physical strength and agility on a continual basis, including lifting objects frequently weighing up to 50 pounds, and occasionally weighing up to 70 pounds.